Administrator's Guide - LFP Files

Ipro Classic Suite 8.7.3

Q2 2017

www.iprotech.com
877-324-4776

Notices

Disclaimer

Information in this document, including URLs and other references, is subject to change without notice. Unless otherwise noted, any example companies, organizations, products, domain names, e-mail addresses, logos, people, locations, and events depicted herein are fictitious and no association with any real company, organization, product, domain name, e-mail address, logo, person, location, or event is intended or should be inferred. Complying with all applicable copyright laws is the responsibility of the user. Without limiting the rights under copyright, no part of this document may be reproduced, stored in or introduced into a retrieval system, or transmitted in any form or by any means (electronic, mechanical, photocopying, recording, or otherwise), or for any purpose, without the express written permission of Ipro Tech, LLC.

Ipro Tech, LLC may have patents, patent applications, trademarks, copyrights, or other intellectual property rights covering subject matter in this document. Except as expressly provided in any written license agreement from Ipro Tech, LLC, the furnishing of this document does not give the reader any license to these patents, trademarks, copyrights, or other intellectual property. Every precaution has been taken in the preparation of this document; however, Ipro Tech does not assume responsibility for errors or omissions.

Trademarks

Ipro®, the Ipro logo, and all of our product names are registered trademarks or trademarks of Ipro Tech, LLC. Please see http://iprotech.com/trademarks/ for details. Adobe is a registered trademark of Adobe Systems Incorporated in the United States and/or other countries. dtSearch is a registered trademark of dtSearch Corp. LEADTOOLS is a registered trademark of LEAD Technologies, Inc. Microsoft, Windows, and other Microsoft product names are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries. Oracle is a registered trademark of Oracle Corporation. Other products and company names mentioned herein may be trademarks of their respective companies and are used for editorial purposes and to the benefit of the trademark owner with no intention of infringing upon that trademark.

Some Ipro products utilize the Oracle® Outside In Viewer and TIF6 filter. The software is based in part on the work of the Independent JPEG Group.

Outside In Viewer © 1991, 2015 Oracle.

Copyright

©2004-2017 Ipro Tech, LLC All rights reserved.

Published in the United States of America

Ipro Tech, LLC

1700 North Desert Drive - Suite 101

Tempe, AZ 85281 USA

LFP Files

Overview

LFP files (also called load files) instruct Ipro View how to display a project's images. Different commands in the LFP files provide:

- The image's file location, file type, boundary, and Bates number
- The position, size, and color of redactions or highlights
- The content of any information only fields
- Any embedded text or sticky notes
- The search words and their position on the image (if your project supports highlighted searching in Ipro View)

Generally, the imaging vendor provides an LFP file upon completion of the imaging phase of a litigation project.

An LFP file can also be created by:

- Converting a database
- Using the Ipro Build module
- Using Ipro OCR or one of Ipro Tech's OCR partners to generate full text search files
- Using the Ipro Tech Utilities program to export a project range or export volume entries

You can view and edit an LFP file using a text editor. Each record (or line) in the LFP file begins with a 2-letter code that determines the action that line will perform. Commas separate each part of the record. The sequence of the records in the file does not matter.

The commands in the LFP file take effect after you load or import the LFP file (**Import > Import LFP File** from the Ipro Tech Utilities menu).

Generally, you should load (import) LFP files into your projects at a time when no one is using the project.

Figure A-1 shows a sample LFP file.

```
IM,MSC-00001,S,0,@MDEMO;IMAGES\00\00;001.PDF;6
IM,MSC-00002,C,0,@MDEMO;IMAGES\00\00;002.PDF;6
IM,MSC-00003,C,0,@MDEMO;IMAGES\00\00;003.PDF;6
IM,MSC-00004,  ,0,@MDEMO;IMAGES\00\00;003.PDF;6
IM,MSC-00005,D,0,@MDEMO;IMAGES\00\00;005.JPG;4
IM,MSC-00006,  ,0,@MDEMO;IMAGES\00\00;006.JPG;4,0
IM,MSC-00007,D,0,@MDEMO;IMAGES\00\00;007.TIF;2,0
IM,MSC-00008,  ,0,@MDEMO;IMAGES\00\00;008.TIF;2,0
IM,MSC-00009,  ,0,@MDEMO;IMAGES\00\00;009.TIF;2,0
IM,MSC-00010,D,0,@MDEMO;IMAGES\00\00;010.TIF;2,0
```

Figure A-1. Sample LFP File

A sample LFP file record such as

```
IM,MSC-00014,D,0,@MDEMO;IMAGES\00\00;014.TIF;2,1
```

consists of:

IM - import code identifier (Importing New Page)

MSC-00014 - an image key

D - Document; a boundary flag

@MDEMO;IMAGES\00\00;014.TIF - volume name, directory path and file-name for the image

The boundaries in the LFP file are used for navigating in Ipro View. You can define additional boundaries beyond the default boundaries in an LFP file by:

- Using the View/Update Boundaries function in the Ipro Tech Utilities program to insert boundary definitions.
- Importing another LFP file that provides the image's new boundary.

Ipro Tech supports Group IV TIFF files, JPEG, PDF, PNG, BMP, and two internal formats: STF and IMG (no longer used).

In This Guide

Section	Page
Importing a New Page (IM)	4
Changing Boundaries	7
Setting an Image's Boundary Flag (BF)	7
Applying a Higher Boundary to an Image (BM)	8
Grouping a Range of Images (BR)	8
Assigning Level Codes (LC)	9
Adding Information to Images	10
Loading Information Only Field Data (IO)	10
Appending Data to Information Only Fields (IA)	11
Importing Boundary (Folder) Descriptions (FD)	11
Creating a New Issue Tag (IN)	12
Applying a Tag to an Image (IS)	13
Highlighting Search Text	13
Full Text Search Highlights (FT)	13
Original Text (OT)	14
Original File for EDD Image (OF)	14
Including OCR Text in the LFP File (OI)	15
Removing Information from Images	16
Removing Data from Information Only Fields (IO)	16
Removing All Tags from a Page (DT)	17
Removing a Tag from a Page (RT)	17
Moving Images	17

Section	Page
Moving an Image File to Another Volume (VF)	17
Changing the Location of a Volume (VN)	18
Changing an Image's Filename (FN)	19
Changing an Image Key (CK)	20
Changing the Date for an Image Key (DA)	20
Removing Images from a Project	20
Removing a Single Page (RP)	20
Removing a Range of Pages from a Project (RR)	21
Securing Images	21
Restricting a Page from Being Viewed (SR)	21
Removing a Page Restriction (RS)	22
Comment Line (##)	22

Importing a New Page (IM)

This command is used to build the image master database for a project or to append additional image master records to an existing project. An image master record is the basis for displaying the images in Ipro View and for other image management functions. The image master records for the project's images must be loaded into a project before any other LFP commands are loaded. The image master records facilitate the display and management of all of the annotations, highlights, and other information associated with a project's images.

Generally the scanning vendor supplies an image master record for each image they produce, and delivers the image master along with the images.

Format:

IM,[Image Key],[Boundary Flag],[Page Number/Offset],[Unique Filename];[Type],[Rotate]

[Image Key] is the unique image key for the image. Maximum length is 70 characters.

[Boundary Flag] is a single letter that identifies a particular record as a boundary. Ipro View allows up to eight boundary levels, and you may use any letter to identify the project boundaries as long as it matches the boundary level defined in the project setup. To simplify your internal procedures, we also recommend consistency between projects. Whether you set boundaries at scan time depends on your project needs and the capabilities of your scanning vendor. Following are some common boundary flags and the identifiers:

S = Source

B = Box

F = Folder

D = Document

C = Child - **Note**: For page without boundaries, uses a space or empty.

[Page Number/Offset] For standard image files (TIFF, PDF, JPEG, etc.), this field functions as a page number. For single image files, this can be either a 0 (zero) or a 1 (one). For multi-page image files, the first page should have a 1, the second page should have a 2, and so on.

For Ipro proprietary image formats (IMG and STF), this field functions as a byte. For single image files, this should be a 0 (zero). For multi-page image files, this should be the number of bytes before reaching the correct page; so that the first page should have a 0 (zero), the second page might be 1037, 2984, and so on.

[Unique Filename] is the complete filename and path to the image.

The first part of the filename portion is the volume name. All volume names are preceded by the at sign (@). If the volume name is supplied, the drive letter is not necessary. The volume name can be up to 30 characters.

The path to the image is next. If a volume name exists, the drive letter is not entered with the path. If there is no volume name, the drive letter and the complete path must be included in the format provided in the examples below.

The filename of the image follows the path.

Length Limitations	
Image Key	70 characters
Volume Name in IM or VN command	30 characters
File Name in IM command	80 characters
Path to Volume in VN command plus path to file in IM command	197 characters
Path to Volume (in VN command) plus path to file plus filename in IM command	217 characters

[Type] is a code for the image file format:

2 - Single or multiple page TIFF (.TIF)

4 - .JPG, .BMP, .PNG

7 - PDF

Older formats

5 - Early version black and white PDF

6 - Early version Color PDF

3 - Ipro Tech stacked TIFF (.STF)

1 - Ipro Tech image (.IMG)

99 - Placeholder

[Rotate] is the degree that a page is rotated. This setting is not present until the image has been rotated. Values include: 0=0, 1=90, 2=180, 3=270

Example 1

IM,ALG-1-000001,S,87576658,0000001K.STF;2

IM,ALG-1-000002,S,87576658,0000002K.IMG;1

This example shows two Ipro Tech image master records for the same image. The first image is upside down and the second image is rotated 90 degrees to the right.

Example 2

IM,0001,F,1,@FLD02;IMAGES\00\00;0000.PDF;7

This example loads one image in a PDF file. The color PDF is rotated 90 degrees.

Example 3

IM,ABC-00010,,2,@Vol01;Vol001\001;ABC-00010.TIF;2

IM,ABC-00011,,3,@Vol01;Vol001\001;ABC-00010.TIF;2

This example shows pages 2 and 3 of a multi-page TIFF file. Notice that the file name is the same for both images (ABC-00010 and ABC-00011). The offset indicates the page number and is immediately before the at sign (@) in the LFP command.

Example 4

IM,MSC-00025,D,0,@;;;99

IM,MSC-00036, 0,@;;;99

This example shows image format type 99; a placeholder image.

Changing Boundaries

These commands change an image's boundary or unitization.

Setting an Image's Boundary Flag (BF)

This command sets the boundary flag to the value specified in the LFP file. If you do not supply a boundary flag parameter in the command, you will delete any current boundary flag and the image will become a page.

The boundary flag must match one of the boundary flags specified in the project setup.

Format:

BF,[Image Key],[Boundary Flag]

Examples:

BF,ALG-001,B

This example marks ALG-001 as the first image in a Box.

BF,ALG-010,

This example turns ALG-010 into a page in a document.

Applying a Higher Boundary to an Image (BM)

This command changes an image key's boundary level only if the boundary supplied in the command is **higher** than the image's current boundary setting. If a boundary is not supplied in the BM command, the image's current boundary flag is deleted and the image becomes a page.

This command is useful for correcting boundary designations, entering new boundary designations, and deleting boundary designations.

Source or Box boundaries can be maintained by loading a document-based list that includes the first page of a Source or Box.

The boundary flag must match one of the import boundary flags specified in the project setup.

Format:

BM,[Image Key],[Boundary Flag]

Examples:

BM,ALG-001,B

This example marks ALG-001 as the first image in a Box.

BM,ALG-010,

This example turns ALG-010 into a page in a document.

Grouping a Range of Images (BR)

This command can be used to group a range of images together. For example, you can group 100 images into a single folder while retaining their document and child settings. Because the syntax of the BR command includes an image key begin/end range, you can easily modify an ASCII file of begin/end ranges and use the BR command to set document breaks.

The first image key you specify in the BR command will receive the boundary you specify in the command.

If the beginning image key has a higher boundary flag than the one you supply in the BR command, the existing boundary setting is retained.

All subsequent images in the range will retain their boundary settings unless their current settings are higher than the boundary you are applying. In other words, if you are grouping images into a folder, all documents and children in the range will retain their document/child boundary settings.

Any images in the range that are originally marked with a boundary higher than the one you are supplying in this LFP command will become pages.

If necessary, the boundary of the first image following the range will be changed so it will continue to be separate from the image range whose boundary you are changing.

The boundary flag specified in this record must match one of the boundary flags defined in the project's setup.

This record format is the same for both an Ipro Tech internal image (.IMG) and a standard single image file.

Format:

BR,[Begin Image Key],[End Image Key],[Boundary Flag]

Example:

BR,ALG-001,ALG-099,F

This example groups 99 images into a single folder. Any images in the range ALG-002 through ALG-099 that are set to Document and Child will retain their boundary settings. If ALG-100 is not already set to Folder or higher, it will be set to Folder in order to prevent it from being unintentionally grouped with the image range specified in this BR command.

Assigning Level Codes (LC)

This command is used for tracking physical binding elements of a scanned collection. Binding elements include paper clips, rubber bands, staples, etc. This information is usually applied during scanning with Ipro Premium Scan, but can be applied later.

Format:

LC,[Image Key],[Level Code String (40 char max)]

LC is the identifier that identifies the file as a level code record.

[Image Key] is the image key to which the information field is to be applied.

[Level Code String] is a binding element

The Level Code String field cannot contain any embedded commas.

Example:

LC,A0010007,1:MF;2:BC;3:ST

Adding Information to Images

These commands add information to images, such as info only fields or issue tags.

Loading Information Only Field Data (IO)

After you define the Info Only field labels in the project setup, and load the images, you can load the Info Only field data. To do this, you create an LFP file that lists the image key, the information only field, and its data. The data in each field must not exceed 80 characters.

Format:

IO,[Image Key],[Information Field Number],[Information]

IO is the identifier that tells the system this is an information field import process.

[Image Key] is the image key to which the information field is to be applied.

[Information Field Number] is the field number assigned to the information. Valid information field numbers are 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10. You can use a single file to load multiple fields into the same image key. You must have a separate record for each information field number.

[Information] is the text (up to 80 characters) you want to place in the specified Information Only field. The Information Only field can contain alphanumeric characters and the dash (-), period (.), forward slash (/), or asterisk (*).

Example:

IO,ALG-1-000001,2,Misc files from front credenza

Appending Data to Information Only Fields (IA)

This command appends data to the information only fields that were defined during project setup and were previously populated by loading an LFP file with the IO command (see page A-10). If you want to load multiple fields into the same image key in a single file, you must create a separate IA record for each information only field.

The information you append can include letters, numbers, the dash (-), period, forward slash (/), and asterisk (*). The command adds a semicolon (;) after the original information and before the information it appends.

Format:

IA,[Image Key],[Information Field Number],[Information]

Example:

IA,ALG-003,2,Phoenix

IA,ALG-003,3,Accounting files from back closet

Importing Boundary (Folder) Descriptions (FD)

Ipro Premium Scan enables imaging shops to capture descriptive names to aid in reviewing an image collection.

These descriptions are called “folder descriptions” because they provide an efficient way to capture the name of a manila folder (or other physical binding element) at scan time. The descriptions provide additional information about how images in a collection are grouped together and enable reviewers to more readily see how a collection is organized.

When the completed scan project is loaded into Ipro View, these descriptions appear in place of the image key in the Project Boundaries window. (The image key still appears in the title bar.)

You can create an LFP file to load these alternative descriptions to display in Ipro View even if they were not captured at scan time.

Each record in the LFP file provides the image key, boundary level, and text to display in the Project Boundaries window.

Format:

FD,[Image Key],[Boundary],[Folder Description]

FD is the identifier that tells the system this is a folder description.

[Image Key] is the image key (Bates number) that the folder description appears in place of (in the Project Boundaries window).

[Boundary] is the boundary level of the image. Generally the image is simply a copy of the folder with its label. Any boundary (other than page) is valid.

[Folder Description] is the text description that appears in place of the image key. The description is generally the text that was written on the folder label.

Example:

FD,MTIFF00231,F,Smith Patient Folder

In this example, “Smith Patient Folder” will appear in place of “MTIFF00231” in the Project Boundaries window to aid litigation support staff in reviewing the images. “MTIFF00231” will still appear in the title bar while this image is being viewed.

Creating a New Issue Tag (IN)

You can create a new issue tag without applying it to any images. The Ipro View user can add the tag to their palette and apply it to images as they work.

Format:

IN,[Issue Name]

IN is the identifier that tells the system to create the new issue tag.

[Issue Name] is the name of the tag being created, such as marginalia or correspondence. Limit: 80 characters.

Example:

IN,Correspondence

This command creates a tag called Correspondence.

Applying a Tag to an Image (IS)

This command applies a specific issue tag to an image.

Format:

IS,[Image Key],[Issue Name]

IS is the identifier that tells the system this is an issue (or tagged database) record.

[Image Key] is the image key to which the issue (or tagged database) is being assigned.

[Issue Name] is the actual name, such as marginalia or correspondence, of the issue (tag). Limit: 80 characters.

Example:

IS,ALG-1-000006,Correspondence

This example shows that image ALG-1-000006 has a tag called Correspondence.

Highlighting Search Text

Full Text Search Highlights (FT)

This LFP command provides the search words for an image along with the necessary information to highlight the word when it is found in an OCR text search.

Each command in the LFP file starts with the command FT, followed by the search word and the word's size and position on the page.

If the OCR program provides the level of confidence, it is preceded by a colon. In the example below, the OCR program had 97 percent confidence in the OCR generated.

Example:

FT,ABC-002,2544,3304:97,TERRITORY|373|79|226|27^
OF|616|79|48|27^ARIZONA|681|79|179|27^
SS|978|120|39|25^COUNTY|373|161|165|29^
OF|554|161|49|29^
COCHISE|620|161|171|29^
JOSEPH|524|244|143|26

Original Text (OT)

This LFP command provides the image key and the location of the path where the original text files reside.

Example:

OT,EXH-01-0001,C:\DATA\OCRTEXT\EXH-01-0001.TXT

Original File for EDD Image (OF)

This command provides the location and original filename for a file discovered and produced by an Ipro Tech electronic discovery tool. This command enables the recipient of the electronic discovery files to open the file directly from the Ipro View project.

To view the original document, open the project in Ipro View, navigate to the image and click the button in the Ipro View toolbar. If the currently displayed image does not have an OF command loaded, this button is disabled.

Format:

OF,[Image Key],[Unique Filename (complete filename and path to the file)],[Page in File]

OF is the identifier that tells the system this is an original filename (EDD) record.

[Image Key] is the image key to which the issue (or tagged database) is being assigned.

[Unique Filename] is the complete filename and path to the file.

[Page in File] is the position or sequence of this image in the file (for example, the third page in the document).

Examples:

In the following example, the Ipro Tech electronic discovery tool copied files to the export location.

The TIFF image was exported to:

Export\suedoc001\BAT0001\IMG_0001\XN-0001.TIF

And the original file for this image is copied to:

Export\suedoc001\BAT0001\OF_0001\XN-0001\whitepaper.doc

The Ipro LFP file OF command is:

OF,XN-0001,@suedoc001;BAT0001\OF_0001\XN-0001;whitepaper.doc,1

In the following example, the Ipro Tech electronic discovery tool did not copy the original files to a different location, but created the path to the location of the original file.

The Ipro LFP file OF command is:

OF,XN-0001,T:\Data\suedoc.prj\BAT0001.bch\000001\V000\D001\
whitepaper.doc,1

Including OCR Text in the LFP File (OI)

An option in Ipro OCR, Include Original OCR Text in Ipro LFP File, will automatically include the OCR text in the LFP file when it generates the Word List LFP file during OCR processing. For every image OCRed, the LFP file will contain the LFP command OI, followed by the Image Key, and then the OCR text for that image. This command and its data will follow the FT command and its data for each image in the LFP file.

An option in Ipro Build, Include OCR Text in LFP File, will generate an .LFP file that contains the LFP command OI, followed by the Image Key, and then the OCR text for that image.

Format:

OI,[Image Key] The image's OCR text immediately follows.

OI is the identifier that tells the system to include the OCR Text

[Image Key] is the image key from which the OCR text was generated

The image's OCR text is the actual OCR text from the image. Two empty boxes will appear at the end of the OCR text to indicate a line return feed.

Example:

OI,ALG-01-011,the chromium levels were especially high in the east well

OI,ALG-01-011,<< ALG-01-011 >>, □□ the chromium levels were especially high in the east well

This example shows the image key enclosed in << >> which signifies that the option to include the image key was selected during the OCR process. It is OCR text.

Removing Information from Images

Removing Data from Information Only Fields (IO)

You can remove data from information only fields that you have previously populated either in scanning or with an IO or IA LFP file command. To do this, simply load an LFP file with the IO command, and do not provide any information after the field number.

Format:

IO,[Image Key],[Information Field Number],[leave information empty]

IO is the identifier that tells the system this is an information field import process.

[Image Key] is the image key from which the information field data is to be deleted.

[Information Field Number] is the field number assigned to the information. Valid information field numbers are 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10. You can use a single file to load multiple fields into the same image key. You must have a separate record for each information field number.

[Information] is blank. Because the IO command overwrites any existing data for the field, overwriting any existing data with nothing essentially deletes the previous contents of the IO field.

Be sure to supply the comma after the IO field number.

Example:

IO,ALG-1-000001,2,

Removing All Tags from a Page (DT)

This command removes all issues/tags from an image.

Format:

DT,[Image Key]

Example:

DT,ALG-007

This example removes all tags from ALG-007.

Removing a Tag from a Page (RT)

This command removes an issue/tag from an image.

Format:

RT,[Image Key],[Issue Name]

RT is the identifier that tells the system to remove an issue record from an image.

[Image Key] is the image key from which the issue is being removed.

[Issue Name] is the name of the tag being removed, such as Marginalia or Correspondence.

Example:

RT,ALG-1-000006,Correspondence

Moving Images

These commands effectively move or rename an image or volume.

Moving an Image File to Another Volume (VF)

This command updates the volume location for the filename. It does not change the image key.

Format:

VF,[Image Filename],[Volume Name][Sub Dir][Image Type]

VF is the identifier that tells the system this is a volume filename record.

[Image Filename] is the filename of the image key to which the information field is to be applied.

[Volume Name] is not required. If it is missing, the subdirectory should include the drive letter for direct access (e.g. F:\IMAGES).

[Sub Dir] is not required. If it is missing, the image file is assumed to be at the root of the drive.

[Image Type]

2= Single or Multiple Page .TIF

4=Color (.BMP, .JPEG, and .PNG)

3= Stacked TIFF (.STF)

1=Ipro Tech Internal Image (.IMG) - Note: No longer used.

Example:

VF,LH200007.TIF,DEMO,IMAGES,1

This example applies to any Ipro Tech supported image format. In the above example, the volume location for the filename LH200007.TIF is changed to the DEMO volume under the IMAGES subdirectory for an Ipro Tech image type 2 (.TIF).

Changing the Location of a Volume (VN)

This command updates storage location.

Format:

VN,[Volume Name],[Storage String][Access Type]

VN is the identifier that tells the system that this is a volume name record. It is required.

[Volume Name] is required. Can be up to 30 characters.

[Storage String] = Direct Access Path

[Access Type] includes:

Alternate Volume Path = 99

Direct Access = 0

Local CD-ROM = 10

Example:

VN,EDDONLY001,C:\IMAGES\EDDONLY001\,99

This example shows an alternate path.

Length Limitations	
Image Key	70 characters
Volume Name in IM or VN command	30 characters
File Name in IM command	80 characters
Path to Volume in VN command plus path to file in IM command	197 characters
Path to Volume (in VN command) plus path to file plus filename in IM command	217 characters

Changing an Image's Filename (FN)

This command changes an image's filename.

If this is a standard single image file and the filename appears in more than one directory in the project, the command must include the complete path to each image key.

The Offset is the position of the Ipro Tech proprietary image (IMG or STF) in the file. If the images are single image files, the offset will be 0 (zero) for each record . For IMG or STF files, the old offset is retained if you do not supply one in the command.the old offset is retained if you do not supply one in the command.

Format:

FN,[Image Key],[Unique File Name],[Offset]

Example:

FN,IPR-1-000004,@Ipro;D:\Ipro;001004.TIF;2,0

This example shows how a standard single image TIFF (.TIF) in a project with duplicate filenames might be written.

Changing an Image Key (CK)

This command changes an image key (Bates number) while retaining the image's issue tags and annotations.

Format:

CK,[Old Image Key],[New Image Key]

Example:

CK,ALG-006,AAA-022

This example changes an image's Bates number from ALG-006 to AAA-022.

Changing the Date for an Image Key (DA)

This command updates the date assigned to the image key.

Format:

DA, [Image Key],[YYYYMMDD]

Example:

DA,ALG-006,20050415

Removing Images from a Project

Removing a Single Page (RP)

You may occasionally want to remove records from the image master database. For example, you might need to delete images that have been re-scanned for corrections. This command removes the requested image keys and all associated tags and annotations from the database.

Format:

RP,[Image Key]

RP is the identifier that tells the system this is a Remove Page function.

[Image Key] is the image key to be removed.

Example:

RP,ALG-1-000001

This example applies to any Ipro Tech internal image format. If you were removing 20 image keys, this file would contain 20 comma-delimited records, each on a separate line.

Removing a Range of Pages from a Project (RR)

This command removes a range of image keys along with any tags, annotations, etc. associated with the images.

Format:

RR,[Start Key],[End Key]

RR is the identifier that tells the system this is a Remove Range function.

[Start Key] is the first image key in the range to be removed.

[End Key] is the last image key in the range to be removed.

Example:

RR,ALG-1-001,ALG-1-099

Securing Images

If you restrict individual images, only users with special privileges can view them. The project must be set up to support restricted images.

Restricting a Page from Being Viewed (SR)

This command restricts a page from being viewed or included in image sets. Users who have the **View Restricted Images**, **Full Project Level Update**, or **System Level Administration** privileges will be able to view the restricted images.

Format:

SR,[Image Key]

SR is the identifier that tells the system to add a page restriction record.

[Image Key] is the Bates number of the image key to which the restriction is to be applied.

Removing a Page Restriction (RS)

This command removes a restriction from a page so it can be viewed or included in image sets.

Format:

RS,[Image Key]

RS is the identifier that tells the system to remove a page restriction record.

[Image Key] is the Bates number of the image key whose restriction is to be removed.

Comment Line (##)

This command inserts a comment line in your LFP file. You should insert comments where ever an explanation would help someone troubleshoot or maintain the file.

The ## must be at the beginning of the line, and applies to the entire line. You cannot place comments at the end of a line.

Format:

##,[Comment Text]

Example:

##,This is the new path for the volume.